

# Digital Literacies

**Be Informed**

**Be Creative**

**Be Connected**

**Be Technical**

**Be Safe**

## Be Informed (Get, Manage, Store Information) - Level 2

**TCH 2-03a \***  
As I extend and enhance my knowledge of features of various types of software, including those which help find, organise, manage and access information, I can apply what I learn in different situations.

**TCH 2-03b \***  
Throughout all my learning, I can use search facilities of electronic sources to access and retrieve information, recognising the importance this has in my place of learning, at home and in the workplace.

**TCH 2-04b \***  
I can create, capture and manipulate sounds, text and images to communicate experiences, ideas and information in creative and engaging ways.

### Bookmarking

I can bookmark favourite sites and organise these.



### Searching

I can use Google Search and narrow my search.  
I know about other search engines.



### Recording

I can write and upload media to a blog.



### Categorising

I can organise and name files, web sites and materials using folders.



### Uploading

I can upload materials to websites and 'cloud' storage.



### Editing

I can use tools to edit materials online and offline.

